

REGULAR MEETING MARCH 2, 2009

The Wethersfield Town Council held a meeting on Monday, March 2, 2009 at 7:30 p.m. in the Auditorium of the Silas Deane Middle School.

Present: Councilors Cascio, Console, Forrest, Hemmann, Kotkin, Roberts, Walsh, Deputy Mayor Montinieri, and Chairperson Adil.

Also present: Bonnie Therrien, Town Manager and Dolores G. Sassano, Town Clerk.

The Girl Scouts led the pledge of allegiance to the flag.

PROCLAMATION – GIRL SCOUTS OF AMERICA MONTH

Chairperson Adil presented a troop of Emerson William's Girl Scouts with the Proclamation.

The girls thanked Chairperson Adil for the recognition.

ECONOMIC DEVELOPMENT REPORT

Peter Gillespie, Town Planner, presented the following report:

RECENTLY APPROVED DEVELOPMENT PROJECTS/NEW BUSINESSES

1025 Silas Deane Highway – Hartford Medical Group Office Building

A building permit application has now been issued for the construction of a 19,205 s.f. medical office building for the Hartford Medical Group at the Wethersfield Shopping Center. Construction is expected to begin any day.

1330 Silas Deane Highway – Comfort Inn (former Best Western)

On Thursday March 5 at 12 noon, the new management will be hosting a buffet lunch to celebrate the new name, renovations and management of the Comfort Inn.

1267-1309 Silas Deane Highway – Goff Brook Shops

This 71,000 s.f. shopping center has been sold to an LLC from Wallingford for \$6.8 million.

Pocket Communications – 729 Silas Deane Highway

This space, formerly occupied by Re-Bath, has now opened as a showroom for the communications provider Pocket Communications.

DEVELOPER/PROPERTY OWNER/REALTOR CONTACT

- Waiting for permit applications from a local business interested in possible reuse and renovation of former Abbate Florist on the Silas Deane Highway.
- Meeting has been scheduled with individual interested in renovating the former Masonic Building on Main Street.
- A PZC application has been filed for the use of an entire floor in the 1290 Silas Deane Highway office building. The tenant is a technical training school.

- Anticipating application for the use of the 8,000 s.f. vacant space in the Goff Brook Shops.
- Discussed possible interest in 512 Silas Deane Highway (Former Acme Auto) with business interested in relocating to Town.

SILAS DEANE HIGHWAY REVITALIZATION PROGRAM

- Continuing to work with CRCOG representative to discuss possible options and locations for new bus shelters at key locations on the Silas Deane Highway and in other locations in Town.
- Waiting to hear about our STEAP application for \$500,000 for the remaining funding necessary to complete the streetscape improvements in front of Town Hall.
- A funding request has been made through the office of Congressman Larson to the Department of Housing and Urban Development for \$1.5 million to be used for additional segments of the streetscape improvements on the Silas Deane Highway.

OTHER NEWS AND INITIATIVES

Economic Development and Improvement Commission

- We received approval from the State OPM to use portions of our recent \$200,000 STEAP grant for the Silas Deane Highway Façade Program. This will allow us to extend the available funding for this program.
- Two façade application requests have been approved for the owner of 982-990 Silas Deane Highway for the creation of 2 new facades on these buildings. At the present time, one of the buildings is being used for storage and the other building houses Mila Fabric and New England Patio and Hearth. The proposed improvements are valued at approximately \$475,000. The Commission has agreed to grant 2 separate loans in the amount of \$50,000 each.
- A tax incentive request has been filed by the owner of 291 Ridge Road to assist with the financing of an 80 bed assisted living facility as Phase 2 of this project. The applicant estimates that this 70,000 s.f. project with construction costs of approximately \$7 million will be completed by the Fall of 2010. Once additional information is received, the request will be forwarded to the Council for review. Staff are continuing to review and respond to the request.
- The Commission is working on the details for a breakfast seminar to be held at the Country Club. The date and time is not yet set.
- The Commission is continuing to work on a draft of the Economic Development Strategic Plan.

Redevelopment Agency

- Received 6 responses to the RFP for consulting services to prepare a redevelopment analysis and Plan for the Fun Zone property. Interviews are scheduled for the first week in March.

Tourism

- Volunteers are working on significant updates and a redesign to the Historic Wethersfield website.

- Working with Central CT Tourism District to encourage bus tour operators to schedule visits to Town

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- Progress is being made for the possible start-up of a Farmers Market in 2009
- The Commission has requested that the Town is nominated for an upcoming edition of This Old House magazine's "The Best Places to Buy an Old House".

Preserve America

- We are continuing to work with the State on the award of \$115,000 towards the gateway project at Marsh Street. We are working on plans in anticipation of putting the project out to bid in the near future.
- A subcommittee is beginning work on the details of the wayfinding signage program and will be releasing an RFP for the sign details in the near future. The Town has been awarded a \$90,000 grant from the Preserve America Program to assist with this project.

Noteworthy

- Received a draft GIS survey of Town Departments from outside consultant.
- Working with Finance Director and Town Manager to prepare Bond Rating Report for Bond Sale
- Historic District Property database will be completed and placed online in the very near future. Staff has now been trained on its use and maintenance.
- Working with Town Manager and other Department Heads on several "Shovel Ready" economic stimulus projects that we hope are funded by the Federal Government
- Working on some changes to our Land Use Fee Ordinance to be submitted for Council consideration in the near future
- Beginning process to review and update Town's subdivision regulations. These regulations have not been comprehensively updated since the 1960's.
- Our appreciation to Phil Lohman who has provided us with a copy of the winter horse and carriage ride photo that recently appeared in the Hartford Courant.
- Staff are working with CRCOG on potential changes to block group maps in anticipation of the 2010 Census.

Councilor Kotkin asked if Mr. Gillespie could mention if there is any progress on the restaurant openings that the Town Council has asked about in the past.

Peter Gillespie, Town Planner, said that Humphries is pursuing their State liquor license right now and getting signage for the building. They are continuing to creep along. He said that he doesn't have any information to report on the other restaurant.

Chairperson Adil asked for an update on the status of the shovel ready projects.

Bonnie Therrien, Town Manager, said that the list of shovel ready projects has been sent to every State agency. The newest request was from the Small Cities Fund. The Town is trying to concentrate on exactly what is out there. The Town received an excellent report from the Council of Small Towns (COST) that is easy to understand. Most of these grants are between two and six to eight weeks before the Town will even find out how this will be done. This process will take a long time. There is a meeting on Wednesday at CRCOG for regional planning and they will be granting those transportation projects very soon. Goff Brook is in the middle of that project list. It looks like most of these grants are going to be competitive grants.

Chairperson Adil said that there is a Governor's panel that has been put together of different organizations.

Bonnie Therrien, Town Manager, said yes. The Executive Director of the Connecticut Conference of Municipalities (CCM) and the Executive Director of COST will be representing each of those organizations. There isn't enough information out there yet.

Councilor Roberts asked if there is anything the Town can do with or about the Weight Watchers building.

Peter Gillespie, Town Planner, said that there have been some recent discussions with the owner for the first time. This was the first dialogue with the owner in a quite awhile. The owner had a possible tenant but that deal is no longer viable. The property is on the radar and is one of the top priorities.

Dolores Sassano, Town Clerk took attendance.

HEARINGS

HISTORICAL DOCUMENTS GRANT – TOWN CLERK'S OFFICE

No one wished to be heard, Chairperson Adil declared the hearing closed.

PUBLIC COMMENTS

John Miller, 45 Highland Street, said that the purchase of the Wilkus property for \$3,500,000 strikes him as high. He asked if the \$490,000 from the State is controlling that the Town keep the property as open space and not do anything on it. He said that in the Thornbush Road, Old Reservoir Road area there was talk of a road. There is an entire section of Town that is cut off. He said that he doesn't like to see all of these doors closed when 90 percent of the money being used is Town money. A lot of the property is wetlands and would be open space even if the Town didn't purchase it. He said that the Town should look at lost taxes on the property, too.

He said that there was discussion about building a bicycle trail along Beaver Brook between Mill Street and Jordan Lane. Something like that can't be built on this property.

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Gus Colantonio, 16 Morrison Avenue, said that he went to the transfer station and it was closed. He said he had a bundle of twigs and was told he had to pay for it. The taxes go up all the time and the services go down. He said that the Library renovations look great. He said that there is more traffic on Morrison Avenue. Morrison Avenue needs a stop sign to make the street safer.

COUNCIL REPORTS & COMMENTS

Councilor Walsh said that the Redevelopment Agency will be interviewing two firms for consulting services for the Fun Zone site. The 375th Anniversary Committee met last week. The Committee is working on the website and is looking for volunteers to help with the parade in September and other activities. The Historical Society met last week and are planning a Farmers Market this spring. The Annual Taste of Wethersfield is coming up.

Councilor Forrest said that the Conservation Commission met recently and is enthused with this property purchase and is interested in seeing that move forward. The Commission also discussed initiatives for the Heritage Way.

Councilor Cascio said that he attended the Memorial Day Parade Committee meeting and is pleased that the planning is ahead of schedule. The Committee is reviewing names for Parade Marshal and speakers. It will take place on Saturday, May 23rd. The 8th grade essay contest will also be included with the Parade. This year's theme will be based on family involvement with war. He attended the Library Board meeting last week. The Library Board is very pleased with its new space and they are looking forward to hosting an open house in May. The Chamber of Commerce will be meeting Thursday at the Keeney Center, their new office space. They are promoting the Chamber scholarship program and are accepting applications. He also attended the Wethersfield High School Cool School pep rally that was taped by WFSB channel 3. Segments about the school were aired all week. Students, faculty and administrators were all involved. It showcased the school in a positive light.

Councilor Roberts said that it was showed again on Sunday. She reminded everyone that Saturday, March 14th is the St. Patrick's Day Parade in Hartford. The Wethersfield High School band and Fire Department will be marching in the parade. The parade steps off at 11:00 a.m.

Deputy Mayor Montinieri said that the Tourism Commission along with the new Director of the Historical Society has come up with the idea of resurrecting the Farmer's Market and use the Keeney grounds for that. They do not want to compete with the local farmers so that the vendors will be selected to avoid that. There will be some crafters, local businesses, and bakers. They want to be respectful of the farms in the district and not compete with them. Also, the

Wethersfield High School Girls Dance Team participated in the State Competition this weekend and they placed well.

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Councilor Walsh said that he was at Bliss Market and all of a sudden heard people singing. It was a song from "Music Man" and students from the High School were singing. They were fabulous.

Councilor Forrest said that Mr. Miller had some thoughtful comments regarding the Wilkus property. Some of his concerns were discussed in committees. He said that the Town Council is not using up all of the money in the bond.

Councilor Cascio asked if some of Mr. Miller's comments could be shared with the Town Attorney so that they can be addressed.

Chairperson Adil said that on March 7th, Councilor Forrest will be getting married. He wished him good luck.

COUNCIL ACTION

Deputy Mayor Montinieri moved **"TO ACCEPT THE RESIGNATION OF THOMAS P SPINELLA FROM THE YOUTH ADVISORY BOARD"** seconded by Councilor Roberts.

Chairperson Adil asked that a letter be sent to Mr. Spinella.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

Deputy Mayor Montinieri moved **"TO APPOINT JOSEPH E. HICKEY TO THE SHADE TREE COMMISSION FOR A TERM FROM 3-2-09 TO 6-30-2010 AND JENNIFER PAQUETTE TO THE YOUTH ADVISORY BOARD FOR A TERM FROM 3-2-09 TO 6-30-2010"** Councilor Walsh.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

Councilor Cascio moved **"TO APPOINT CHRISTOPHER P. ROZUM TO THE HARTFORD-BRAINARD AIRPORT COMMITTEE FOR A TERM FROM 3-2-09 TO UNDETERMINED"** seconded by Councilor Hemmann.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

COUNCIL ACTION

Councilor Walsh moved **“TO ADOPT THIS RESOLUTION FOR A GRANT FROM THE HISTORIC DOCUMENTS PRESERVATION PROGRAM. RESOLVED: THAT BONNIE L. THERRIEN, TOWN MANAGER OR DOLORES G. SASSANO, AS TOWN CLERK, IS EMPOWERED TO EXECUTE AND DELIVER IN THE NAME OF AND ON BEHALF OF**

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THE TOWN OF WETHERSFIELD A CONTRACT WITH THE CONNECTICUT STATE LIBRARY FOR A HISTORIC DOCUMENTS PRESERVATION GRANT” seconded by Councilor Forrest.

Dolores Sassano, Town Clerk, said that this is a grant from the State Library. It is being used this year to combine all of the land use records in Engineering and Building. This is a continuation of the previous grant to finish projects that the Town has already started.

Chairperson Adil asked what has been achieved so far in grants.

Dolores Sassano, Town Clerk, said it is about \$190,000.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

OTHER BUSINESS

Deputy Mayor Montinieri moved **“TO AMEND THE MOTION TO SEND TO AN 8-24 REVIEW THE PURCHASE OF 22.5 ACRES ON THE WEST SIDE OF WILLOW STREET, 24 ACRES ON THE EAST SIDE OF WILLOW STREET, AND 34.5 ACRES ON THE WEST SIDE OF THORNBUSH ROAD TO INCLUDE THE HOUSE AND PROPERTY AT 138 WILLOW STREET, FOR AN APPROXIMATE TOTAL OF 81.55 ACRES”** seconded by Councilor Forrest.

Bonnie Therrien, Town Manager, said that when the property came to the Town Council, the Town was told by the Trust for Public Land that the property did not include the house. After the fact, the Town found out that the parcel includes the home and barns for the same price. The Town Attorney would like the Town Council to amend this to include that house. She said that she will get the amendment to Mr. Gillespie, Town Planner, so that the Planning and Zoning Commission will have it for their meeting.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

Councilor Kotkin moved **“TO AUTHORIZE THE PROPOSED FEES FOR USE OF THE COVE PARK BOAT LAUNCH AND MOORINGS, EFFECTIVE UPON APPROVAL PROPOSED 2009 FEE SCHEDULE FOR COVE BOAT LAUNCH FEE CHANGES**

	Resident		Non - Resident	
	2008	2009	2008	2009
	<u>Current</u>	<u>Proposed</u>	<u>Current</u>	<u>Proposed</u>
Dock Ring Rental (new)	-0-	\$70	-0-	\$100
Town Mooring Rental (new)	-0-	\$125	-0-	\$200
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Mooring Space Rental (new)	-0-	\$70	-0-	\$100
Dock Ring & Town Mooring Rental Pkg.(new)	-0-	\$175	-0-	\$250
Dock Ring & Mooring Space Rental Pkg.	\$70	\$125	\$150	\$225
Season Launching Permit	\$60	\$100	\$135	\$200
Season Launching Permit small craft (Under 12' – Jet Ski, canoe etc.)	\$50	\$75	\$60	\$100
Single Launch Pass	\$10	\$10	\$20	\$20
Single Launch Pass small craft	\$7	\$7	\$15	\$15
Overnight Parking	\$7	\$7	\$10	\$15"
Roberts. seconded by Councilor				

Bonnie Therrien, Town Manager, said that a new mooring system was installed at Cove Park and the Harbor Master and the Director of Park and Recreation worked together to come up with a new fee structure.

Kathy Bagley, Director of Parks and Recreation, said that this is something that she has been working on since the new moorings were installed.

Councilor Kotkin said that basically the revenue is staying where it is. Is there any early indication about the level of interest in the moorings given the economy?

Kathy Bagley, Director of Parks and Recreation, said that it is too early to tell. Her Department is just starting to sell the moorings.

Bonnie Therrien, Town Manager, said that they looked at what other Towns were charging to make sure Wethersfield was not over charging.

Councilor Walsh asked how the fees were collected.

Kathy Bagley, Director of Parks and Recreation, said that staff is there at set hours during the boating season, like early mornings and early evenings.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

Councilor Roberts moved **“TO AUTHORIZE THE SALE OF THE .023 ACRES OF TOWN PROPERTY THAT ABUTS THE REAR PROPERTY LINE OF 57 BARSTOW DRIVE TO THE OWNER OF 57 BARSTOW DRIVE FOR \$300 PLUS ANY AND ALL RELATED ATTORNEY FEES”** seconded by Councilor Forrest.

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Bonnie Therrien, Town Manager, said that this item came to the Town Council awhile ago. A property owner on Barstow Drive had built a pool retaining wall on a small portion of Town owned land. He would like to purchase the land and make it part of his parcel. He knows he will have to pay the attorney fees. The Planning and Zoning Commission gave it a positive referral.

Chairperson Adil said that the Planning and Zoning Commission recommending dedicating the rest of the land as park land. He asked if the property was surveyed to make sure there were no other problems like this one.

Bonnie Therrien, Town Manager, said that staff is surveying the property and she will make sure that they look at that too. She hopes to get that back to the Town Council soon on this issue.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

Councilor Roberts moved **“TO AUTHORIZE THE TOWN MANAGER TO ACCEPT PARCEL 271-046 AS PAYMENT IN LIEU OF TAXES AND TO SELL THE PARCEL TO THE WETHERSFIELD GAME CLUB FOR \$1 PLUS ANY AND ALL ATTORNEY’S FEES”** seconded by Councilor Forrest.

Bonnie Therrien, Town Manager, said that this is a piece of property that is land locked on Middletown Avenue between the Game Club and a privately owned parcel. The heir of that piece owes back taxes on it and has been trying to sell it to the Town in lieu of taxes since 1997. The Planning and Zoning Commission has given this a positive referral. The Game Club can now add it to its parcel and it will become taxable again.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

BIDS

Councilor Kotkin moved **“TO AUTHORIZE THE TOWN MANAGER TO NEGOTIATE AND SIGN A CONTRACT WITH AMERICAN APPRAISAL FOR THE INVENTORY**

AND VALUATION OF ASSETS AT THE \$ 1,000 THRESHOLD WITH FUNDS NOT BUDGETED IN MUNIS COMING OUT OF THE TOWN CONTINGENCY FUND”
seconded by Deputy Mayor Montinieri.

Bonnie Therrien, Town Manager, said that the Town should have been doing this for awhile. It was authorized by the Budget Sub-committee to obtain this request for proposal. The Board of Education and Town have budgeted money for this in this year's budget. The Finance Director and her staff put together a request for proposal. Two were received. One item that needs to be decided tonight is what threshold should be set for the asset evaluation.

Councilor Kotkin said that the Town has had the experience in the past year where some fixed assets have left Town property. The Budget and Finance Committee took a look at how this happened and how could it be prevented in the future. The first question was what does the Town own now and what will be owned in the future. He asked the Finance Director to discuss the costs.

Lisa Hancock, Finance Director, said that five proposals were received and two brought to Council for their consideration. There will be two scanners and software that can be loaded onto the Town's machines. It will then be downloaded to the MUNIS financial software. American Appraisal will take the inventory with the scanners and the software program will connect the data to MUNIS. American Appraisal will apply the barcodes to the items and someone in the Finance Department will scan it. Once the items are scanned, the information would be uploaded to the software and into the MUNIS system and the Town would know when an item is missing. It will also keep track of where items are located. The basic cost includes the electronic file that will be loaded into the MUNIS software. That will be the initial database for the fixed assets. But at that point, any additional items would be added with the financial process. In order to do the physical inventory to go out to each Department, it would be extremely time consuming without a scanner. It will reduce the time of checking the inventory from the report. The total cost will be for a complete asset analysis, looking at the value of the asset and looking at the history of the purchase of the item.

Councilor Kotkin said that the initial work will include a barcoding of each item and inventory of the barcode on the system. The question is, in the future, as the Town reinventories everything to make sure pieces of equipment weren't there anymore, that would be very time consuming in the future because the Town wouldn't be able to scan the items.

Lisa Hancock, Finance Director, said that is correct. An appraiser could be brought in again to do that work if it is not done internally, which would cost a few thousand dollars each year.

Councilor Kotkin said that he is in favor of purchasing the scanner. He said that staff should be responsible for the items that the Town purchases with taxpayer money. Given the incidents that the Town has had in the past, he supports this purchase.

Councilor Roberts asked if this was a one time cost or if there was an annual fee for anything. She also said that it looks like there is only a \$2,000 cost to inventory items starting at a \$500 level instead of the \$1,000 level. She said from her point of view, since the Town has been negligent in this area, she would like to go to a lower inventory price.

Lisa Hancock, Finance Director, said this is a one time cost. She said that currently in the budget there is \$23,000 allotted to this project.

Councilor Hemmann said that she agrees with Councilor Roberts about going to a lower threshold but she also said the scanner cost needs to be included. If that is the right way to move forward, then why was the RFP sent out this way? Looking at these five bids, why was the fifth bid so out of line with the others.

Lisa Hancock, Finance Director, said that she can provide documentation on all of the items that bidder five was including in the cost. They felt that they would have to go through and reconstruct everything. The scanner was included in the RFP.

Deputy Mayor Montinieri said that this all started because some items went missing. He asked what the Town is doing currently about capital assets and their depreciation. The Town must have a value for its assets.

Lisa Hancock, Finance Director, said that the Town does have a value for assets. She said that when she started working for the Town there were some schedules of items. The Board of Education side did not have any documentation. As they purchased items, they were included on the Town spreadsheets. The Town also did an analysis of its infrastructure. Those numbers are on the books. Items lower than that have not been recorded on the books.

Deputy Mayor Montinieri said that he is glad the Town is doing this, but his concern is that the system is only good if the Town continues to do the inventory. Who is going to do the inventory in the future and how often will it be done?

Lisa Hancock, Finance Director, said that she has a draft policy written that she is working with the Board of Education to create. She will be looking at setting up a frequency schedule and assets will be picked up and put on the list as they are purchased.

Deputy Mayor Montinieri said that if the issue is items walking away, a bi-annual inventory won't help the Town find an item that has walked in a two year period. This is a starting point, but there hasn't been much discussion on how the Town will prevent theft and that is the real issue. He would like to have the theft issue looked at again.

Lisa Hancock, Finance Director, said that a more frequent schedule may also be implemented.

Bonnie Therrien, Town Manager, said that Department Heads are not going to be coding items as they come in. Someone outside of the Department will have to do the inventory. The Town has to decide how often. She said that she understands the Deputy Mayor's concerns.

Chairperson Adil said that he suggests a standard schedule that no one knows when it is coming, but it is done frequently enough so that everyone is covered.

Councilor Forrest asked if there are any proprietary issues with this system. If something goes wrong with the system, does the Town have to call a consultant in to fix it?

Lisa Hancock, Finance Director, said that if the problem was on the MUNIS side, the Town is covered with support. She said that from what she understands, there will not be upgrades to the scanning program.

Chairperson Adil said that he would like to know how long the software will stay current.

Councilor Forrest said that this is pretty powerful technology and asked if there were other uses for it.

Lisa Hancock, Finance Director, said that in addition to internal control, the Town would have it for financial reporting processes that are required for the annual financial report.

Councilor Forrest said that there are so many items in the Town. He asked if dropping the threshold from \$1,000 to \$500 would the Town be adding a lot more items. He said that he supports the \$500 threshold.

Lisa Hancock, Finance Director, said that it would certainly add a lot of items. It could be very timely as far as the scanning process.

Chairperson Adil asked in the long run, how will this impact the staff time? Will this create a drain on staff resources?

Bonnie Therrien, Town Manager, said that it is maintenance and it will take a lot of time, but it has to get done and be maintained.

Lisa Hancock, Finance Director, said that other Towns, with all smaller assets they are monitored and recorded, but not in the official financial system for assets, but are kept at the Department level by the Department.

Councilor Console asked what guarantee, after it is set up, does the Town have that it will be maintained. The Town can spend this money now and barcode everything and then in two years it won't be continued.

Karen Clancy, Director of Business Services, said that nothing was done in the past.

Councilor Console said that there has to be a guarantee that it will be maintained.

Bonnie Therrien, Town Manager, said that will be the responsibility of the Finance Director and that person will be partly evaluated on this function.

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Karen Clancy, Director of Business Services, said that there will have to be a policy.

Councilor Roberts said that it can become a part of the Finance Director's performance evaluation.

Councilor Kotkin moved **"TO AMEND THE MOTION TO READ TO AUTHORIZE THE TOWN MANAGER TO NEGOTIATE AND SIGN A CONTRACT WITH AMERICAN APPRAISAL FOR THE INVENTORY AND VALUATION OF ASSETS AT THE \$500 THRESHOLD AT A COST OF \$25,500 WITH \$10,000 COMING FROM THE TOWN, \$10,000 COMING FROM THE BOARD OF EDUCATION, \$3,664 FROM MUNIS AND THE REMAINDER FROM THE CONTINGENCY ACCOUNT"** seconded by Deputy Mayor Montinieri.

Councilor Hemmann asked if the amendment included the cost of the software.

Chairperson Adil said that it is with the scanner.

All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

ORDINANCES, RESOLUTIONS, APPOINTMENTS FOR INTRODUCTION

none

MINUTES

Councilor Roberts moved **"TO APPROVE THE SPECIAL MEETING MINUTES OF FEBRUARY 5, 2009"** seconded by Councilor Hemmann.

Councilor Forrest amended his comments on page 10. He said that he was listing possible reductions to the budget and not listing them as absolute facts.

All Councilors present, including the Chairperson voted AYE. The motion passed 8-0-1. Councilor Cascio abstained.

Councilor Hemmann moved **"TO APPROVE THE SPECIAL MEETING MINUTES OF FEBRUARY 17, 2009"** seconded by Councilor Roberts.

All Councilors present, including the Chairperson voted AYE. The motion passed 5-0-4.

Councilors Cascio, Forrest, and Walsh and Deputy Mayor Montinieri abstained.

Councilor Roberts moved **“TO APPROVE THE REGULAR MEETING MINUTES OF FEBRUARY 17, 2009”** seconded by Councilor Hemmann.

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All Councilors present, including the Chairperson voted AYE. The motion passed 6-0-3. Councilors Cascio, Forrest, and Walsh abstained.

ADJOURNMENT

At 8:51 pm., Deputy Mayor Montinieri moved **"TO ADJOURN THE MEETING"** seconded by Councilor Forrest. All Councilors present, including the Chairperson voted AYE. The motion passed 9-0-0.

Dolores G. Sassano
Town Clerk